

Approved For Release 1999/09/20 : CIA-RDP78-03991A000500010032-0
Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief of Logistics

DATE: 13 January 1955

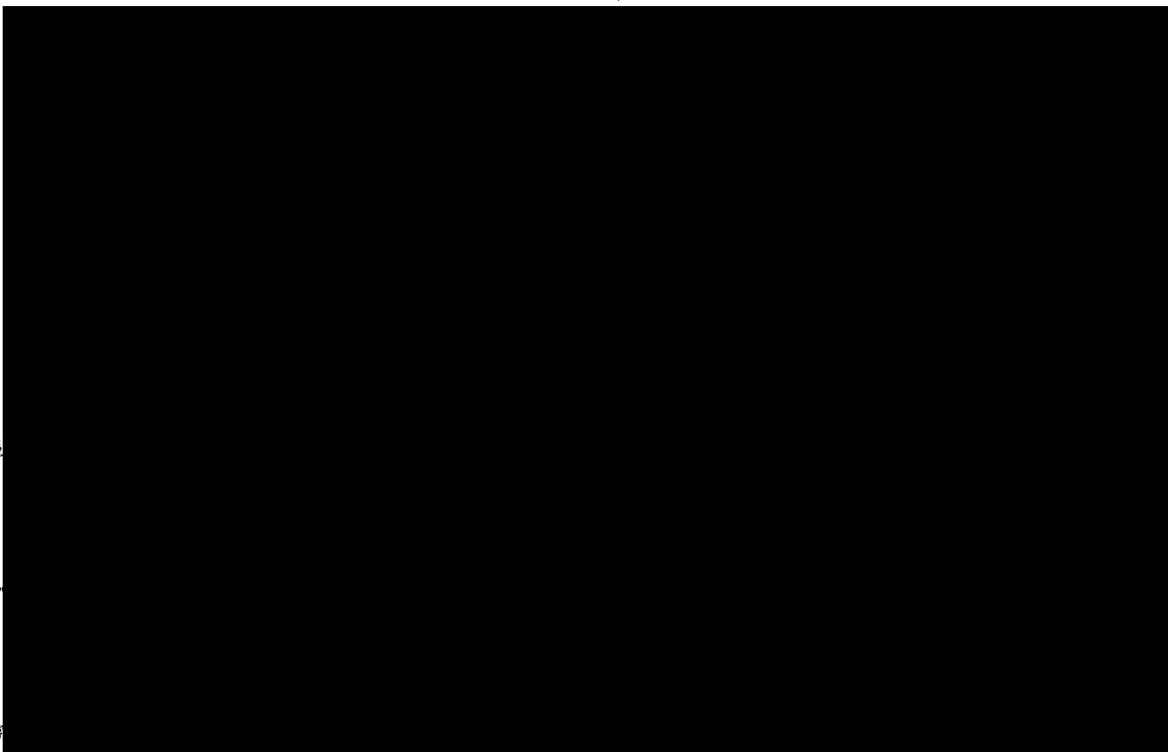
FROM : Chief, Real Estate & Cons. Division

SUBJECT: Weekly Activity Report

1. Items of Special Interest:

25X1A

a.



*Have
clearance
on new
personnel
checked*

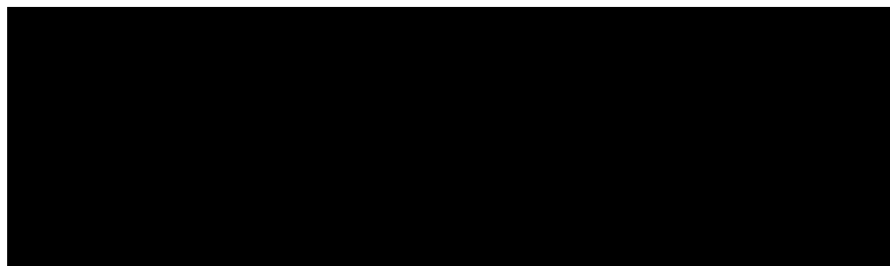
representative from this Agency accompany their representative to straighten out these details.

(2) Commo:

(a) Receiver Site:

Final plans for Emergency Generator for Receiver Site was received from BuDocks.

25X1C



(b) Transmitter Site:

██████████ has been informed that we desire 2-97 KW generators installed for emergency power in lieu of the 1-250 KW recommended by them.

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b. Building of TSS Laboratory ██████████

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- (1) Plans and specifications prepared by A-E being reviewed prior to approval.
- (2) TSS advised that no action will be taken on test bldg. until after the Laboratory is occupied.

c. DCI Move from Admin. Bldg. to South Bldg.:

- (1) Work in DCI kitchen and dining room space progressing slowly.
- (2) PBS electricians continuing installations in DCI & DDCI suites; estimate received from PBS for DCI conference room amounts to \$2225. (excluding draperies). PBS has been requested to start work on corridor and connecting doors.
- (3) Estimate for ONE Conference Room is being revised to include relocation of present air conditioning equipment in lieu of new equipment requested by ONE.
- (4) A memorandum to the DD/A has been prepared indicating all aspects of the release of Room 146 by ONE for use of GPO proof-readers.
- (5) After a thorough review of the legality of providing air conditioning requested by ONE, it was concluded that such units cannot be furnished.
- (6) Additional information was provided for the Special Assistant to the DD/A concerning requirements in the first floor reception area.

d. Tunnel Project:

Contractor is completing wall finishing, weatherproofing, etc. in tunnel interior. All remaining work must be held in abeyance until kitchen and dining room facilities have been moved to South Bldg.

e. Tempo K Bldg. Cafeteria:

Memo being prepared to include all information from GSA.

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2. General:

Regulation covering the functions of the Space Maintenance and Facilities Branch is being drafted.

3. Projects and Studies in Process:

a. Construction and Utilities:

(1) [REDACTED]

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(a) [REDACTED]: Work in progress.

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(b) Roofing Repairs: Work in progress.

(c) Heating Plant Repairs: Bids not received to date.

(d) Warehouse Bldg. Repairs: Plans and specifications drafted and being typed. Bids to be released on 15 Feb.

(2) [REDACTED]

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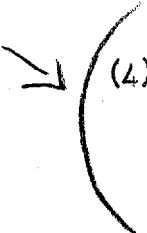
(a) Record Center Bldg.: Work progressing satisfactorily.

(b) Extras at Laboratory, Elevator: The Contractor stopped work over the holidays and started again on 7 Jan.

(3) [REDACTED]

STATSPEC

Water analysis and recommendations will be available on 11 Jan.



(4) [REDACTED] Recommendation submitted to ACOP/IO for representative IO participating in final inspection and acceptance of work. WE cable to field requesting information re taking over control on completion of contract.

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(5) Commo [REDACTED]

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Div. representative met with contractor on 13 Jan. and arranged to have him start working on the design for air conditioning on 18 January with an estimate of 1 March for completion.

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(6) [REDACTED]

Staff study to construction additional housing and two BOQs costing approximately \$350,000. was coordinated by this Div.

(7) [REDACTED] FE:

25X1A

The construction of dehumidified storage for this station in the amount of \$50,000. was approved. The Field has been informed by Cable.

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(8) [REDACTED]

No further information received regarding expansion of Air Force's personnel at this site has been received.

(9) [REDACTED]

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The PRC in a meeting on 12 Jan. disapproved the proposed additional construction and requested the Division to review the requirements and bring them up to date and resubmit the Staff Study.

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3C - Space, Maintenance and Facilities

a. Utility Wiring and Air Conditioning Contract:

Extension of transformer vault building at Building [REDACTED] is progressing slowly; roof work now in progress. Change over outage not definitely scheduled at this time.

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b. FI/STD - Commo - Air Conditioning, Building [REDACTED]

Installation of twenty-five tons of air conditioning and electrical service in process of completion; cooling tower has not been delivered to job site.

c. Request of DD/P for Additional Space:

GSA officials have indicated that the Department of Commerce will release sixteen rooms, comprising 5,390 square feet of net usable space for Agency use. Arrangements will be made to show this space to DD/P officials this date. DD/P will be advised to prepare a memorandum for the DD/A stating in detail why additional space is required.

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d. [REDACTED] --- Relocation to Another Building:

This Office still awaiting decision from TSS concerning relocation of activity [REDACTED]

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e. [REDACTED]

1. Memorandum has been prepared and forwarded requesting additional funds for the extension of contract to include increased transformer capacity, etc.

2. Sound laboratory project is approximately 70% complete.

f. Benches requested by the DCI:

The twelve benches requested by the DCI were installed in the following locations: Six benches at flag pole in front of North Building, one bench at west gate behind South Building, Five benches at various bus stops behind I, J, K and L Buildings.

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13 January 1955

3C - Space, Maintenance and Facilities

g. Agency Telephone Directory:

As indicated in last week's report, printing of the Agency Telephone Directory (January 1955 issue) will not be accomplished until 1 February 1955.

h. Moves:

1. Completed during past week:

DDP/SR (partial) within Tempo L and J, 4 January 1955
ORR (partial) within Tempo M and Q, 5 January 1955
DDP/FI/RI (partial) within Tempo L, 6 January 1955
ORR (partial) within 2210 E Street, 7 January 1955

2. Tentative for coming week:

MIS (partial) within [REDACTED] 10 January 1955
OCI (partial) within Tempo Que, 11 January 1955
DDP/SR (partial) within Tempo J, 12 January 1955
DDP/WE (partial) within Tempo J, 13 January 1955
OCI (partial) within Tempo Que, 14 January 1955

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[REDACTED]
Chief,
Real Estate and Construction Division

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